

**APPROVED**

Minutes of the Board of Directors, Westbury Condominiums  
Association, Tuesday February 17, 2015 7PM

Alan Schectman called the meeting to order at 7:04 PM. Board members Ted Calabrese and Joyce Falkin were present as were Alan Comrie, Financial Services; Brian Milano, Property Manager and eight unit owners.

Appointment of new board members: Joyce Falkin moved that David Heilbrunn and Lynn Swanson be appointed to the Westbury Board of Directors, replacing Martin Levitz and Ilona Levitz, for terms effective February 17, 2015 till general elections at the Annual Meeting, June 1, 2015. Ted Calabrese seconded the motion. The motion passed unanimously.

Election of officers of the board: Joyce Falkin moved that that the following appointments be made to the board offices: Alan Schectman as President; Joyce Falkin as VicePresident and Secretary to the board; and Ted Calabrese as Treasurer. Ted Calabrese seconded the motion which passed unanimously. It was decided to try having the job of recording secretary rotate among a few volunteers. Joyce Falkin will try to organize this.

The minutes of the January 20, 2015 meeting were read and approved as read.

Financial Report: Alan Comrie announced a new tab on the website ([www.westburycondo.com](http://www.westburycondo.com)) that shows year-to-date financial results.

Using a projected visual display, Alan reported that although our year-to-date contractual expenses for landscaping/snow removal are +\$10,041.00, we are -\$791.00 in January largely due to using bobcats to move snow. Revenues are up, due to an increase in monthly fees. Gas costs so far are less than the previous year. Budget to actual (January) has a positive variance. As of 1-31-15 we have a cash balance of \$529,114.25, of which 448,004.82 is in reserve.

Committee reports:

Ad Hoc chair Patty Brulotte distributed a report noting the board's vote to accept Timothy Wooldridge as designer consultant on renovation of the common areas and expressed the committee's hope that contract agreement has been reached between the board and the designer. She reiterated the committee's willingness to continue to be involved with the renovation process as it evolves.

Bylaws chair Susan Ahearn has begun a comparison of Westbury's Declaration to provisions of the Common Interest Ownership Act which was effective July 1, 2010. She has gone through Article 1 of the Declaration, suggesting deletions and revisions. Her report was distributed to the board, Alan Comrie and Brian Milano.

Finance Committee chair, Lois Menold, was away. No report was presented.

Property Manager's Report: Brian Milano reported there is about two feet of snow on the roofs of our buildings. We need to be watchful; flat roofs in our region often require snow removal. As the weather warms and melting occurs, the load on the roofs becomes heavier. Luis is clearing the drains and scuppers, and clearing paths to facilitate

draining. If we receive 8-10" more snow we will need to remove it. Any snow removal from the roofs needs to be done with great care to prevent any possible damage to the roof membrane. The

board made it clear that we want only people insured by Imagineers to be involved in snow removal from our roofs. We have had additional expense as Westside employed bobcats to clear snow from our walks on Outlook and Farmington Avenues because the town and private contractors pushed snow on them after they had been cleared by Westside. Brian distributed landscaping proposals from Zysk Bros. and JH Property Services. We also have a proposal from D.W. Burr; his firm does not do snow removal. The board asked Brian to bring two more proposals for consideration. This may have to wait until the snow is gone. Brian distributed a report from Lockheed Window Corporation discussing the causes and cures of window condensation.

### Old Business

Alan Schectman reported that the board met with Tim Wooldridge on February 4. Alan is in the process of drafting an agreement to be presented to the board and to Tim, upon which agreement can be reached. It would then need to be presented to the Finance Committee for their approval, and then be run by our attorney.

The window condensation issue in 30/301 was discussed. The board asked Brian Milano to check out the "spares" that were left at Westbury after the original installation to see if any would serve as a replacement for the faulty window. If not, it was suggested a new window be ordered and installed.

### New Business

The bad odor situation of the first floor of 30 Outlook appears to have worsened, now including cigarette smoke odors as well as cooking odors. There was discussion as to where one resident's rights begin and another's ends, as well as the role the association should play in rectifying such situations. A request by the owner particularly offended by the odors asked that that an amendment to our Bylaws which would prohibit the creation of odors that are offensive to other unit owners or that pervade the common areas be considered. This owner also raised the issue of declaring the complex a smoke-free property. The board noted that the Westbury Residents Guide "discourages" smoking within owner units and on the grounds. Smoking is prohibited in all indoor common areas and the garages. Ted Calabrese made a motion that underdoor sweeps be installed on the outer doors of 30-101 and 30-103 and that small air purifiers be placed in each unit, at association expense, to see if these measures would control the offending odors. In the ensuing discussion, the thought was raised that such an action might set a precedent encouraging residents to look to the association to alleviate/pay for problems within their units. Ted amended the motion to separate the sweeps from the air purifiers. The motion to install the sweeps passed with Calabrese, Falkin, and Swanson voting in favor, Heilbrunn, against. The motion to install the air purifiers failed. Calabrese and Falkin voted in favor, Heilbrunn and Swanson, against. Schectman broke the tie, voting against.

It was noted that it is clear we need to better understand what tools we have as an association to limit offensive behaviors.

Ted Calabrese moved that Murray Zinman be appointed to the Finance Committee. The motion was approved unanimously.

## Audience to Visitors

Points raised:

Discussion between neighbors on problems should be a first step in resolving differences.

Who is Luis insured by? Answer: Imagineers.

Is roof clearing considered part of his duties? Would he be covered if injured while on the roofs? Do we have a copy of the insurance policy that covers him? No response.

Glad people are encouraged to speak out.

Question reserve fund figure—thought it was \$522 K. Answer: No, it is \$448K.

Why is the association being taxed? Answer/Alan Comrie: a corporate return is filed for the association because the laundry areas, the parking spaces and the rental unit generate income; expenses can be filed against them.

I am concerned about future assessment. Old buildings can generate serious expense. Response/Alan Comrie: We will be working on an updated deferred maintenance study. It will figure possible future expense to the best of our ability. It will also consider cash and sources of future cash.

Thanks to Ted Calabrese for checking out the roof/ 30 Outlook.

How will residents be made aware of renovation choices?  
Answer: There will be meetings, notice posted well in advance.

It is possible to have smoke-free condominiums.

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Marijuana smoking is an issue in 869. The affected residents are attempting to deal with the issue by speaking directly with the offending individual.

The next meeting of the Board of Directors of The Westbury Condominiums Association will be Tuesday, March 17, 2015 at 7PM basement, 20 Outlook.

The meeting was adjourned at 8:48 PM.

There was no executive session.

Recorded and submitted by Joyce Falkin.